



# COMMONWEALTH of VIRGINIA

DEPARTMENT OF MEDICAL ASSISTANCE SERVICES  
600 East Broad Street, Suite 1300  
Richmond, VA 23219

September 26, 2017

## ADDENDUM No. 1 TO VENDORS:

Reference Request for Proposal: RFP 2017- 06  
Dated: September 5, 2017  
Due: October 10, 2017

Below are updates that may delete, add, modify or clarify certain aspects of the aforementioned RFP. Please incorporate as necessary.

- 1) **Deletion: Special Terms and Conditions Section 10.9 on pg. 39 has been deleted in its entirety.**
- 2) **See Attachment A for the Department of Medical Assistance Services response to questions/inquiries as submitted by potential Offerors.**
- 3) **See Attachment B for a list of the firms that submitted a Letter of Intent – by the due date and time required in the RFP.**

Attachment A represents questions submitted to date.

A signed acknowledgment of this addendum must be received by this office either prior to the due date and hour required or attached to your proposal response. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

Sincerely,

*Whitney Speece*

Whitney Speece  
DMAS Contract Officer

Name of Firm: \_\_\_\_\_

Signature and Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Attachment A**  
**Vendor Questions and Answers**

Question Number	Section	Question/Comment	DMAS Response
1.	Section 7.3, Page 20	<b>Section 7.3, page 20</b> states that the proposal must be in a 12 point font. Would it be acceptable to use a larger font for headings/subheadings? Would it be acceptable to use a smaller font (10 pt.) for charts, tables, etc.?	Yes! It is acceptable to use a larger font or a smaller font for various sections of the offerors proposal where applicable.
2.	Section 10.9, Page 39	Section 10.9, page 39 states that, "The Contractor shall deliver to DMAS executed performance bonds, each in the sum of four months of an estimated annual contract amount, with DMAS as obligee." Given the purpose of performance bonds and their significant costs, can this requirement be waived for contractors who have a proven performance record with the DMAS and who have been conducting business for more than ten (10) years with the DMAS and the Commonwealth?	Please see item number one on the cover sheet of this Addendum.

**Attachment B**

<b>Firms that submitted a Letter of Intent – by due date and time required in the RFP:</b>
MH Miles Company
Myers and Stauffer LC
SB & Company, LLC